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Forest Service

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Guide to Forest Service Directives

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Copies and Comments
This guide was prepared by the Directives and Regulations Branch, Information Systems and Technology Staff, Washington Office. To obtain additional copies or to provide comments on the guide, please send an electronic message to DIRECTIVES:W01D.

Introduction

This guide serves as a ready reference for users of the Forest Service Directive System. This guide contains an overview of the Directive System; lists of the codes and captions that comprise the system as of August 1, 1994; and instructions on electronic retrieval of directives. This guide will be updated annually to reflect changes in the Directive System.

For direction on the Directive System, see FSM Title 1100, Directive System; FSH 1109.11, Directive System User Guide (which contains an extensive subject index); and FSH 1109.12, Directive Preparation Handbook.

Overview of Directive System

What is the Forest Service Directive System?
The Forest Service Directive System consists of the Forest Service Manual and Handbooks, which codify the agency's policy, practice, and procedure. The system serves as the primary basis for the internal management and control of all programs and the primary source of administrative direction to Forest Service employees. New or revised continuing direction is issued by *amendment*; short-term direction is issued by *interim directive*; and direction supplementing that issued by an external or higher level is issued by *supplement*.

How do employees obtain access to directives?
Internally, FSM amendments are now stored and issued electronically. Some Handbooks are also available electronically. A master set is also maintained in paper form at Washington, Region, Station, Area, and Forest offices, as well as at some District offices. The Washington Headquarters Office has two paper master sets in the Information Systems and Technology Staff (library/conference room 812, Rosslyn Plaza) and the Engineering Staff (3-SE, Auditors Building). At this time, the public can inspect or receive Forest Service directives only in paper form.

What is the difference between direction issued in the Manual and that issued in Handbooks?
Direction is issued in the Directive System based on the scope of the direction and the intended audience.

Forest Service Manual (FSM). The FSM contains legal authorities, objectives, policies, responsibilities, instructions, and guidance needed *on a continuing basis by Forest Service line officers and primary staff* in more than one unit to plan and execute assigned programs and activities.

Forest Service Handbooks (FSH). Handbooks are the principal source of specialized guidance and instruction for carrying out the direction issued in the FSM. *Specialists and technicians are the primary audience of Handbook direction*. However, some FSHs include significant procedural direction needed by line officers

and/or primary staff officers; examples include Handbooks on land management planning, appeals, litigation, and environmental analysis. Handbooks may also incorporate external directives (such as the Federal Property Management Regulations) with related USDA and Forest Service directive supplements.

Is Manual or Handbook direction more binding on employees? *The words used to issue direction, not whether the direction is located in the Manual or Handbook component of the Directive System, determine how binding the direction is on Forest Service employees*. The use of the helping verbs "must" and "shall" or imperative mood (where the subject "you" is understood) convey mandatory compliance; "ought" and "should" convey required compliance, except for justifiable reasons; and "may" and "can" convey optional compliance.

In general, the Manual contains the more significant policy and standards governing Forest Service programs, and thus the consequence of not complying with Manual direction is generally more serious than noncompliance with Handbooks. However, procedural direction in a number of Handbooks is often equally important.

Who can issue direction?
Line officers at most administrative levels have authority to issue direction.

* At the National level, Deputy Chiefs and Associate Deputy Chiefs have delegated authority to issue most **Service-wide direction** for programs under their jurisdiction. Service-wide direction of a precedent-setting or especially sensitive nature, however, is referred to the Chief for approval. In paper form, Service-wide direction is printed on white paper.

* Regional Foresters and Forest Supervisors may supplement the Service-wide direction. In paper form, **Regional supplements** are printed on blue paper and **Forest supplements** are printed on green paper. Supplements may be more restrictive than parent material, but cannot expand the authorities or relax restrictions unless approved in writing by the next higher official.

* Research Station Directors and the Northeast Area Director for State and Private Forestry also may supplement the Service-wide direction. These supplements also are printed on blue paper.

* District Rangers and Research Project Leaders do not have authority to issue supplements.

How are directives integrated with other Forest Service records? The architecture of codes and captions established in the Forest Service Manual is the cornerstone of the agency's integrated records management system; all directives, forms, reports, files, and correspondence on a particular subject carry the same basic codes and captions. Additionally, any prospective directive must be reviewed for impacts on forms, reports, and other information requirements, records management, and Privacy Act systems of records. The Directive System architecture and the full integration of directives issuance with other administrative systems have long made the Forest Service Directive System a model within the Federal Government. The system's reputation, currency, and accessibility have been further strengthened in recent years as a result of automating issuance and retrieval of the Manual in 1990 and, subsequently, a substantial number of the Handbooks.

What is the legal basis for directives?
The basic authority for the Chief to issue directives concerning Forest Service operations is Title 7, Code of Federal Regulations, section 2.7 (7 CFR 2.7). The Federal Property Management Regulations (41 CFR 101-11.209; FSH 6409.31 - FPMR 101-11.209) set Government-wide standards and guidelines for Federal agencies in establishing and managing effective directive systems. The Federal Information Resources Management Regulations (41 CFR 201-6.002(k); FSH 6309.33 - FIRMR 201-6.002(k)) require agencies to "control the creation and distribution of agency directives to eliminate duplicative, conflicting, or confusing instructions to agency personnel, and to ensure proper documentation of agency policies and procedures."

How do directives fit in the hierarchy of laws, regulations, and other direction? Following is a simplified illustration of this legal hierarchy.

CONSTITUTION		
Article I *Legislative Branch* Authorizes Congress to make laws	**Article II** *Executive Branch* Authorizes President to execute laws	**Article III** *Judicial Branch* Authorizes courts to interpret laws
LAWS (U.S. Statutes and U.S. Code)	EXECUTIVE ORDERS (Issued by President; codified in Title 3, Code of Federal Regulations (3 CFR))	LEGAL DECISIONS (Case Law)
	REGULATIONS (Issued by Federal agencies; published in Federal Register and codified in CFR)	
	ADDITIONAL GOVERNMENT-WIDE GUIDANCE	
	INTERNAL AGENCY POLICY AND PROCEDURES Department of Agriculture - Departmental Manual (DM) - Departmental Regulations (DR) - National Finance Center External Procedures Forest Service: - Issues regulations at 36 CFR - Issues internal policies and procedures in FSM and FSH - Negotiates master agreement with union	

Electronic Retrieval of Service-wide Directives

There are three methods of electronically reviewing and/or retrieving Service-wide Forest Service Manual and Handbook direction contained in the Info_Center. At this time, all of the Service-wide Manual and most of the Service-wide Handbooks are available electronically. However, in some cases, the number and format of graphics and the intended use of certain Handbooks make them inappropriate for electronic maintenance and distribution, so they are available totally or in part in paper format. Only Service-wide direction issued by the Washington Office is available in the National Information Center Service. Regions, Stations, and the Area have the option to make their directives available through Information Center Services and the directives retrieval system (DRS); Forests also have this option if they are in a Region making such use of Info_Centers and DRS.

Automailer: This retrieval tool allows employees to electronically mail Service-wide directives to themselves or others.

Directives Retrieval System (DRS): This menu-driven program is "user-friendly" and eventually will allow users to pull National, Regional, and Forest direction simultaneously. It is available in the WO and some field units for retrieving Service-wide direction by Contents, Index, or Weekly Status Report.

FSM/FSH Information Center Services: These "on-line" libraries allow users Nation-wide to locate and read Service-wide directives and to mail directive documents to themselves or others.

Which Method To Use

- If you know the exact electronic document name you want, use **Automailer**.
- If you know the chapter or section you want (FSM or FSH), use **DRS**.
- If you need to view documents on the screen before finding what you want, use the **Information Center Services**.

CAUTION
Each document may be up to 30 pages, so ensure there is enough inbox space to accommodate the documents you mail. Do NOT mail an entire folder.

Automailer

This method is available to all users in field units and WO. Determine the name of the document you wish to retrieve by viewing the paper copy OR checking the electronic public drawer "!Directives." It contains the folders named !Help, FSH Document List, FSM Document List, Index, and Status Reports, which contain documents to assist you in locating the document(s) you need. Once you know the document name, follow these steps:

- From the Main Menu:
- Select **1. Mail** (NewLine).
- Select **2. Short Message** (NewLine).
- On the "To" line,
    - Type either **FSM** or **FSH** (NewLine).
    - In some field units where aliases have not been established for FSM and FSH: type either **FSM:W01D** or **FSH:W01D** (NewLine).
- On the "Subject" line, type the name of the document you want to mail.
- If the document is in a *Handbook*, on the message line type the *Handbook number* (for example, 1109.12). If the document is in the Manual, leave this line blank.
- Press **EXECUTE**.

The requested document will be sent to your inbox. You can also mail document(s) to others by using **cc:** and giving their COMPLETE DG address.

Directives Retrieval System (DRS)

This method is available to users in the WO and some field units. You can use DRS to search for and mail documents stored in the Info_Center.

- From anywhere in CEO, press **INTERRUPT.**
- Select **User Applications** (NewLine).
- Enter the application you want to run: Type in **DRS** OR use **SHIFT/INDEX** to view a list of all user applications available and choose the number corresponding to DRS (NewLine).
- Select default **1. Standard** (NewLine).
- Select one of the following:
  1. **Contents** - Use the table of contents option to retrieve a document when you know the chapter or section code.
  2. **Index** - Use this option with the **SHIFT/FIND** keys to locate an FSM/FSH reference by the alphabetical subject.
  3. **Weekly Status Report** - Use this option to ensure you have the most recent direction. Use to view digests, effective dates, amendment numbers, and so on.
- Retrieve by following the self-explanatory steps in the menu.

DRS Function Keys:

UP Arrow - Highlights Previous Line
DOWN Arrow - Highlights Next Line
F3 - Previous Screen
F4 - Next Screen
F11 - Cancel/Exit
F15 - Define Default Document Name
Shift/F1 - Help
Shift/F3 - Go to Beginning of File
Shift/F6 - Find String
Ctrl/Shift/F1 - Quick Exit
Ctrl/Shift/F2 - Main Menu

To exit from DRS, **CANCEL/EXIT**. When asked "Do you want to exit DRS?" type **Y** (NewLine).

FSM/FSH Information Center Services

This method is available to all users in WO and field units. Use the following method to search for or browse in any documents stored in the Info_Center, to view any of the documents, or to mail documents to yourself or others. Note: Some units have set up function keys that incorporate some of the following steps so users can access the Information Center Service menu directly.

- From anywhere in CEO, press **INTERRUPT.**
- Select **User Applications** (NewLine).
- Enter the application you want to run: Type in **Info_Center** OR use **SHIFT/INDEX** to view a list of all user applications available and choose the number corresponding to Info_Center (NewLine).
- Select default **1. Standard** (NewLine).
- Select number corresponding to **FSM** OR **FSH** from the list of Information Center Services (NewLine).
- "Calling Information Center . . . Virtual terminal Agent Rev ###.##" will appear on your screen. Disregard any message that says "Profile is already in use, reminders cannot be accessed" or "You are already running CEO, reminders cannot be accessed." When "Call Is Complete" appears in the upper left-hand corner of your screen, you are signed on to W01D as FSM User and will be at the folder menu. Use NEXT SCREEN and PREVIOUS SCREEN keys to move through the folder list, OR use the FIND key to quickly locate the correct folder. The first several folders listed contain documents which may be helpful to you, including a Document List, a Help Document, an Index, and Status Reports.

- Select **1. List Documents** (NewLine), enter the number of the folder you need (NewLine). You will now be at the documents menu, and may **View** OR **Mail** any of the documents.
- *Note*: Each document may be up to 30 pages, so ensure there is enough inbox space to accommodate the document(s). Do NOT mail an entire folder.
- When finished, use (SHIFT/CTRL/F1) key which will take you back to the main menu of the Info_Center. Press CANCEL/EXIT.

You should now be back on your home system, either where you were when you first hit the INTERRUPT key or at the Main Menu for Public User Applications, depending on how you entered.

FSM & FSH Information Center Services
Function Keys (SHIFT/CTRL/F#)

F1 Exit FSM or FSH
F2 Browse Folders and Documents
F3 Use Keywords To Search Documents
F4 View Status Reports
F5 View the !Help Documents
F6 View the FSM/FSH Alpha Index
F7 View the FSM/FSH Codes and Captions

Further Information and Assistance

For further information and assistance, (1) contact the Staff Information Manager (SIM) in WO staffs, or contact employees with similar duties or the unit Directive Manager in field units, or (2) refer to FSH 1109.11 Directive System User Guide, which contains more detailed instructions and information on these capabilities.

CAUTION
Once you enter the Info_Center, you are on the W01D system. In order to print a document, you must first mail it to your **COMPLETE DG address; for example, X.Jones:R05a**. You may also mail the document(s) to others by indicating their COMPLETE DG address.
Note: The National Information Center Service contains *only Service-wide direction*. Field employees may obtain field issuances from Region, Station, or Area Information Centers, as they become available.

Forest Service Manual (FSM) and Service-wide Handbooks (FSH) by Code and Caption

Series 1000 - Organization and Management

Series Zero Code	FSM or FSH Title	Chapter	Caption
1010			Laws, Regulations, and Orders
1020			Forest Service Mission
	1100		Directive System
		1110	Directive System Structure and Standards
		1120	Directive Writing, Preparation, and Clearance
		1130	Directive Distribution and Maintenance
	1109.11		Directive System User Guide
	1109.12		Directive Preparation Handbook
	1200		Organization
		1220	Organization and Position Management
		1230	Delegations of Authority and Responsibility
		1240	Organization Standards
	1300		Management
		1310	Methods of Doing Business
		1320	Technology Transfer
		1330	New Management Strategies
		1340	Management Improvement Administration
		1350	Committee Management
		1360	Meetings Management
		1370	Forms Management
		1380	Reports Management
		1390	Information Management
	1309.14		Information Requirements Handbook
	1309.15		Electronic Office Handbook
	1309.16		National Activity Structure Handbook

Series 1000 - Organization and Management (continued)

Series Zero Code	FSM or FSH Title	Chapter	Caption
	1400		Controls
		1410	Management Reviews
		1420	General Accounting Office Audit
		1430	Internal Audit
		1440	External Accounting and Review
		1450	Special Audits, Reviews, and Investigations
		1460	Cooperative Forestry Assistance Reviews
		1470	Research Reviews
	1409.11		Fiscal Review and Analysis Handbook
	1409.15		Auditing Concessions Handbook
	1409.16		Handbook on Auditing Grazing Association Accounting Records
	1500		External Relations
		1510	Legislative Affairs
		1520	Public Service Programs
		1530	Interdepartmental
		1540	Intradepartmental
		1550	International Organizations; International Travel
		1560	State, County, and Local Agencies; Public and Private Organizations
		1570	Appeals and Litigation
		1580	Grants and Agreements
		1590	Defense and Emergency Operations
	1509.11		Grants and Agreements Handbook
	1509.12		Appeals Handbook
	1600		Information Services
		1610	Plans
		1620	Public Involvement Programs
		1630	Publications
		1640	Audiovisual Information
		1650	Press, Radio, and Television
		1670	Library
		1680	History Program
		1690	Internal Communications

Series 1000 - Organization and Management (continued)

Series Zero Code	FSM or FSH Title	Chapter	Caption
	1609.11		Publications Management Handbook
	1609.13		Public Participation Handbook
	1700		Civil Rights
		1710	Civil Rights Program Management
		1720	Public Notification
		1730	Civil Rights Impacts
		1740	Civil Rights Training
		1750	Civil Rights Reports
		1760	Equal Employment Opportunity
		1770	Federal Financial Assistance Programs
		1780	Direct Programs
		1790	Socioeconomic Programs
	1709.11		Civil Rights Handbook
	1800		Human Resource Programs
		1810	Hosted Human Resource Programs
		1830	Volunteers Program
		1840	Youth Conservation Corps
		1850	Job Corps Civilian Conservation Corps
		1860	Senior Community Service Employment Program
	1809.12		Job Corps Civilian Conservation Center Handbook
	1900		Planning
		1910	National Resource Planning
		1920	Land and Resource Management Planning
		1930	Program Development and Budgeting
		1950	Environmental Policy and Procedures
		1960	Policy Analysis
		1970	Economic and Social Analysis
		1990	Special Plans and Studies
	1909.12		Land and Resource Management Planning Handbook
	1909.13		Program Development and Budgeting Handbook

Series 1000 - Organization and Management (continued)

Series Zero Code	FSM or FSH Title	Chapter	Caption
	1909.14		Resource Inventory Handbook
	1909.15		Environmental Policy and Procedures Handbook
	1909.17		Economic and Social Analysis Handbook

Series 2000 - National Forest Resource Management

Series zero code	FSM or FSH Title	Chapter	Caption
2060			Ecosystem Classification, Interpretation, and Application
2070			Biological Diversity
2080			Noxious Weed Management (ID)
2090			Handbooks
	2090.11		Ecological Classification and Inventory Handbook
	2100		Environmental Management
		2130	Solid Waste Management
		2150	Pesticide-Use Management and Coordination
		2160	Hazardous Materials Management
		2170	Energy Management
	2109.11		Pesticide Project Handbook
	2109.12		Pesticide Storage, Transportation, Spills, and Disposal Handbook
	2109.13		Pesticide Project Personnel Handbook
	2109.31		USDA Energy Management Plan Handbook (USDA)
	2200		Range Management
		2210	Range Management Planning
		2230	Grazing and Livestock Use Permit System
		2240	Range Improvements
		2250	Range Cooperation
		2260	Wild Free-Roaming Horses and Burros
		2270	Information Management and Reports
	2209.11		Range Project Effectiveness Analysis Handbook
	2209.13		Grazing Permit Administration Handbook
	2209.14		Service-Wide Range Analysis and Management Handbook

Series 2000 - National Forest Resource Management (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	2209.15		Range Management Annual Reports Handbook
	2300		Recreation, Wilderness, and Related Resource Management
		2310	Planning and Data Management
		2320	Wilderness Management
		2330	Publicly Managed Recreation Opportunities
		2340	Privately Provided Recreation Opportunities
		2350	Trail, River, and Similar Recreation Opportunities
		2360	Special Interest Areas
		2370	Special Recreation Designations
		2380	Landscape Management
		2390	Interpretive Services
	2309.11		Recreation Information Management Handbook
	2309.17		Landscape Management Visual Display Technical Handbook
	2309.18		Trails Management Handbook
	2400		Timber Management
		2410	Timber Resource Management Planning
		2420	Timber Appraisal
		2430	Commercial Timber Sales
		2440	Designating, Cruising, Scaling, and Accountability
		2450	Timber Sale Contract Administration
		2460	Uses of Timber Other Than Commercial Timber Sales
		2470	Silvicultural Practices
		2480	Protection of Timber Sale Areas and Timberlands [Reserved]
		2490	Timber Management Information System
	2409.11		National Forest Log Scaling Handbook
	2409.11a		Cubic Scaling Handbook
	2409.12		Timber Cruising Handbook

Series 2000 - National Forest Resource Management (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	2409.12a		Timber Volume Estimator Handbook
	2409.13		Timber Resource Planning Handbook
	2409.13a		Timber Permanent Plot Handbook
	2409.14		Timber Management Information System Handbook
	2409.15		Timber Sale Administration Handbook
	2409.16		Timber Economic Analysis Handbook [Reserved]
	2409.17		Silvicultural Practices Handbook
	2409.18		Timber Sale Preparation Handbook
	2409.19		Renewable Resource Uses for Knutson-Vandenberg (K-V) Fund Handbook
	2500		Watershed and Air Management
		2510	Watershed Planning
		2520	Watershed Protection and Management
		2530	Water Resource Management
		2540	Water Uses and Development
		2550	Soil Management
		2580	Air Resource Management
		2590	Weather Program
	2509.13		Burned-Area Emergency Rehabilitation Handbook
	2509.16		Water Resource Inventory Handbook
	2509.17		Water Information Management System Handbook
	2509.18		Soil Management Handbook

Series 2000 - National Forest Resource Management (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	2600		Wildlife, Fish, and Sensitive Plant Habitat Management
		2610	Cooperative Relations
		2620	Habitat Planning and Evaluation
		2630	Management of Wildlife and Fish Habitat
		2640	Stocking and Harvesting
		2650	Animal Damage Management
		2670	Threatened, Endangered and Sensitive Plants and Animals
	2609.13		Wildlife and Fisheries Program Management Handbook
	2700		Special Uses Management
		2710	Special-Use Authorizations
		2720	Special Uses Administration
		2730	Road and Trail Right-of-Way Grants
		2760	Withdrawals
		2770	Federal Power Act Projects
		2780	Terms and Conditions
		2790	Reports
	2709.11		Special Uses Handbook
	2709.12		Road Rights-of-Way Grants Handbook
	2709.15		Hydroelectric Handbook
	2800		Minerals and Geology
		2810	Mining Claims
		2820	Mineral Leases, Permits and Licenses
		2830	Mineral Reservations and Rights Outstanding
		2840	Reclamation
		2850	Mineral Materials
		2860	Forest Service Authorized Prospecting and Minerals Collecting
		2880	Geologic Resources and Services
	2809.11		Land Manager's Handbook on Minerals Management

Series 2000 - National Forest Resource Management (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	2809.12		Minerals Planning Handbook
	2809.13		Minerals Program Handbook
	2809.14		Minerals Leasing File Handbook

Series 3000 - State and Private Forestry

Series zero code	FSM or FSH Title	Chapter	Caption
3010			Authorities
3020			Objective
3030			Policies
3040			Responsibilities
3050			Definitions [Reserved]
3060			Technology Transfer
3070			External Coordination
3080			Grant and Cooperative Agreement Administration
3090			Handbooks
	3090.11		State and Private Accomplishment Reporting Handbook
	3100		Cooperative Fire Protection
		3110	Cooperative Forest Fire Prevention
		3120	Fire Equipment and Supply Management
		3130	Wildland Fire Protection Program
		3140	Extreme Fire Situation Program
		3150	Rural Community Fire Protection Program
		3170	Cooperation
		3180	Records, Reports, Studies, and Publications
	3109.11		Cooperative Fire Protection Program Handbook
	3109.12		Property Acquisition Assistance Handbook
	3200		Rural and Urban Forestry Assistance
		3210	Forest Management Assistance
		3220	Cooperative Nursery Production
		3230	Cooperative Tree Improvement
		3240	Utilization and Marketing
		3250	Forest Soil and Water Management
		3260	Urban Forestry Assistance

Series 3000 - State and Private Forestry (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	3300		Forestry Incentives
		3310	Cost-Sharing
		3320	Taxation
		3330	Loans
		3340	Insurance
		3350	Conservation Reserve
	3400		Forest Pest Management
		3410	Pest Detection
		3420	Pest Management Evaluations
		3430	Forest Pest Management Control Project Standards
		3440	Special Pest Management Projects
		3450	Pest Management Administration
	3409.11		Forest Pest Management Handbook
	3500		Cooperative Watershed Management
		3510	Watershed Protection and Flood Prevention Program
		3520	River Basin Programs
		3530	Flood Prevention Program
		3540	Emergency Watershed Protection
		3560	Interagency Programs
		3570	Hydrologic Surveys and Analyses
	3600		Rural Resource Conservation and Development
		3610	Rural Development
		3620	Resource Conservation and Development Program
	3700		Organization Management Assistance
	3900		Statewide Forest Resources Planning

Series 4000 - Research

Series zero code	FSM or FSH Title	Chapter	Caption
4020 4030 4060 4070 4080 4090			Research Objectives Research Policies Research Facilities and Areas Research Program Formulation and Documentation Research Administration Handbooks
	4090.13		Good Laboratory Practices Handbook
	4100	4110	Timber Management Research Timber Management Research Program
	4200	4210	Wildlife, Range, and Fish Habitat Research Wildlife, Range, and Fish Habitat Research Programs
	4300	4310	Watershed Management and Rehabilitation Research Watershed Management and Rehabilitation Research Programs
	4400	4410	Forest Fire and Atmospheric Sciences Research Forest Fire and Atmospheric Sciences Research Programs
	4500	4510	Forest Insect and Disease Research Forest Insect and Disease Research Programs
	4700	4710	Forest Products and Harvesting Research Program Descriptions
	4800	4810 4820	Forest Resources Economics Research Forest Inventory and Analysis Renewable Resources Economics
	4809.11		Forest Survey Handbook

Series 4000 - Research (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	4900		Forest Recreation and Urban Forestry Research
		4910	Forest Recreation and Urban Forestry Research Programs

Series 5000 - Protection and Development

Series zero code	FSM or FSH Title	Chapter	Caption
	5100		Fire Management
		5110	Wildfire Prevention
		5120	Presuppression Management
		5130	Fire Suppression
		5140	Prescribed Fire
		5150	Fuel Management
		5160	Fire Management Equipment and Supplies
		5170	Fire Management Cooperation
		5180	Fire Reports
		5190	Management
	5109.14		Individual Fire Report Handbook, Form FS-5100-29
	5109.17		Wildland Fire Qualifications Handbook
	5109.18		Wildfire Prevention Handbook
	5109.19		Fire Management Analysis and Planning Handbook
	5109.31		Wildfire Cause Determination Handbook (NWCG Handbook 1)
	5109.32a		Fireline Handbook (NWCG Handbook 3)
	5109.34		Interagency Fire Business Management Handbook (NWCG Handbook 2)
	5300		Law Enforcement
		5310	Planning
		5320	Investigation
		5330	Law Violations
		5340	Reports
		5350	Procedures
		5360	Cooperative Law Enforcement
		5370	Training Standards
		5380	Equipment
		5390	Damage Appraisal and Claims [Reserved]
	5309.11		Law Enforcement Handbook

Series 5000 - Protection and Development (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	5400		Landownership
		5410	Appraisals
		5420	Land Purchases and Donations
		5430	Exchanges
		5440	Partial Land Interests, Except Rights-of-Way
		5450	National Forest System Modification
		5460	Right-of-Way Acquisition
		5470	Reservations and Outstanding Rights
		5480	Condemnation
	5409.12		Appraisal Handbook
	5409.13		Land Acquisition Handbook
	5409.17		Rights-of-Way Acquisition Handbook
	5500		Landownership Title Management
		5510	Title Claims and Encroachments
		5520	Encumbrances [Reserved]
		5530	Partial Interests [Reserved]
		5540	Use Restrictions [Reserved]
		5550	Native American Claims [Reserved]
		5560	Administration [Reserved]
		5570	Sales, Grants, Special Acts
		5580	Reports and Records
		5590	Landownership Status
	5509.11		Title Claims, Sales, and Grants Handbook
	5509.12		Landownership Status Handbook [Reserved]
	5509.13		Terminology Handbook [Reserved]
	5509.14		Native American Claims Handbook [Reserved]
	5700		Aviation Management
		5710	Administration
		5720	Aviation Safety

Series 5000 - Protection and Development (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	5709.11		Fixed-Wing Operations Handbook
	5709.12		Helicopter Operations Handbook
	5709.14		Smokejumper and Paracargo Handbook
	5709.16		In-Service Flight Operations Handbook

Series 6000 - Management Services

Series zero code	FSM or FSH Title	Chapter	Caption
	6100		Personnel Management
		6130	Employment and Status Changes
		6140	Performance, Training, Awards
		6150	Classification, Pay, Uniforms
		6160	Attendance and Leave
		6170	Personnel Relations
		6180	Insurance and Annuities
	6109.11		Pay Administration, Attendance and Leave Handbook
	6109.12		Employment and Benefits Handbook
	6109.13		Performance, Training, and Awards Handbook
	6109.14		Temporary Employment Handbook
	6109.15		Position Classification Handbook
	6109.16		Demonstration Project Handbook
	6109.41		Federal Personnel Manual (OPM)
	6200		Office Management
		6230	Records Creation, Maintenance, and Disposition
		6250	Mail Management
		6260	Reserved
		6270	Availability of Records
	6209.11		Records Management Handbook
	6209.12		Correspondence Handbook
	6209.13		Freedom of Information Act/Privacy Act Handbook
	6209.14		Mail Management Handbook
	6209.21		Office Procedures Handbook

Series 6000 - Management Services (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	6300		Procurement Management
		6310	Small Purchases
		6320	Contracting
		6330	Specifications, Standards, and Qualified-Products Lists
		6350	Transportation of Things
	6309.11		Contract Administration Handbook
	6309.12		Small Purchases Handbook
	6309.31		Federal Procurement Regulations (GSA)
	6309.32		Federal Acquisition Regulation (GSA)
	6309.33		Federal Information Resources Management Regulations
	6400		Property Management
		6410	Personal Property Management
		6420	Stores and Cupboard Stock Management
		6430	Fleet Equipment Management [Reserved]
		6440	Real Property Management
		6450	Property Management Inspection [Reserved]
	6409.11		Quarters Rental Handbook
	6409.12		Leasing Officers' Handbook
	6409.31		Federal Property Management Regulations (GSA)
	6500		Finance and Accounting
		6510	Appropriations and Funds
		6520	Financial Management
		6530	Collections
		6540	Payments
		6550	Accounting
		6560	Bonding Administration
		6570	Claims
		6580	Working Capital Fund

Series 6000 - Management Services (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	6509.11f		Working Capital Fund Accounting Operations Handbook
	6509.11g		Service-Wide Appropriation Use Handbook
	6509.11h		Service-Wide Claims Management Handbook
	6509.11k		Service-Wide Finance and Accounting Handbook
	6509.13a		Assistant Disbursing Officer Handbook
	6509.13b		Imprest Fund Payments Handbook
	6509.14		Collection Officer Handbook
	6509.15		Collection and Analysis of Timber Purchasers' Cost and Sales Data
	6509.17		Automated Timber Sale Accounting Handbook
	6509.18		Financial Analysis Handbook
	6509.31		National Finance Center Procedures Voucher and Invoice Payments Manual -- Title II (NFC)
	6509.31a		Title V Miscellaneous NFC Systems Handbook
	6509.32		National Finance Center Property Management Information System Handbook (NFC)
	6509.33		Federal Travel Regulation (GSA)
	6600	 6610 6620 6640	Systems Management Computer Technology Management Computer Software Management Telecommunications

Series 6000 - Management Services (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	6609.11		System Management Handbook
	6609.12		ADP Technical Approval Handbook
	6609.13		Application Developer's Handbook
	6609.14		Telecommunications Handbook
	6609.15		Standards for Data and Data Structures Handbook
	6609.32		ADP Security Manual (DM 3140-1)
	6609.36		Data Base Directory Handbook [Reserved]
	6700		Safety and Health Program
		6710	Safety and Health Program Administration
		6720	Occupational Health Program
		6730	Accident Reporting and Investigation
		6740	Hazardous Materials
	6709.11		Health and Safety Code Handbook
	6709.12		Safety and Health Program Handbook

Series 7000 - Engineering

Series zero code	FSM or FSH Title	Chapter	Caption
	7100		Engineering Operations
		7110	Engineering Management
		7120	Equipment Development
		7130	Fleet Equipment Management
		7140	Geometronics
		7150	Surveying
		7160	Signs and Posters
		7170	Geotechnical and Materials Engineering
		7180	Internal Energy Conservation
	7109.11		Sign Handbook
	7109.12		Control Survey Handbook
	7109.13a		Geometronics Handbook
	7109.13b		Cartographic Specifications and Symbols Handbook
	7109.14		Geographic Names Handbook
	7109.16		Engineering Computer Application Handbook
	7109.17		Engineering Construction Certification Handbook
	7109.19		Fleet Equipment Management Handbook
	7109.31		Manual on Uniform Traffic Control Devices (DOT-Federal Highway Administration)
	7109.51		Blaster's Handbook
	7109.52		Engineering Activities Evaluation Handbook
	7300		Buildings and Other Structures
		7310	Buildings and Related Facilities
		7320	Tramways, Ski Lifts, and Tows
	7309.11		Buildings and Related Facilities Handbook

Series 7000 - Engineering (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	7400		Public Health and Pollution Control Facilities
		7410	Administration
		7420	Water Supply
		7430	Wastewater
		7440	Effluents
		7460	Solid Waste Systems
		7490	Food Service
	7409.11		Sanitary Engineering and Public Health Handbook
	7500		Water Storage and Transmission
		7510	Project Administration
		7520	Dam Planning, Investigation, and Design
		7530	Construction
	7509.11		Dams Management Handbook
	7600		Electrical Engineering
		7610	Electrical Power Generation [Reserved]
		7620	Electrical Transmission [Reserved]
		7630	Electrical Distribution [Reserved]
		7640	Electrical Service [Reserved]
		7650	Premises Wiring System [Reserved]
		7660	Electrical Utilization Equipment [Reserved]
	7700		Transportation System
		7710	Transportation Planning
		7720	Development
		7730	Operation and Maintenance
		7740	Federal Lands Highway Programs
	7709.11		Transportation Engineering Handbook
	7709.54		Forest Transportation Terminology Handbook
	7709.55		Transportation Planning Handbook
	7709.56		Road Preconstruction Handbook

Series 7000 - Engineering (continued)

Series zero code	FSM or FSH Title	Chapter	Caption
	7709.56b		Drainage Structures Handbook
	7709.56c		Road Design System Handbook [Reserved]
	7709.57		Road Construction Handbook
	7709.57a		Sampling and Testing Handbook [Reserved]
	7709.58		Transportation System Maintenance Handbook
	7709.59		Transportation System Operations Handbook

Series 8000 - International Forestry [Reserved]

List of Unit Handbook Codes

The following codes have been established for field units to issue their own unit Handbooks when they have need for such direction. Not all field units have issued unit Handbooks at these codes. The codes for such unit Handbooks are established in the zero code chapter of the respective title (for example, the FSM 1500 zero code chapter contains the code for FSH 1509.21, Litigation Support Handbook).

Code	Unit Handbook Title
FSH 1509.21	Litigation Support Handbook
FSH 1609.21	Photography Management Handbook
FSH 1909.21 FSH 1909.22	Lands and Resource Management Planning Handbook Economic Analysis Handbook
FSH 2090.21 FSH 2090.22 FSH 2090.23	Aquatic Habitat Management Handbook Ecosystem Classification, Interpretation, and Application Handbook Subsistence Management and Use Handbook
FSH 2109.21	Handbook on Aerial Application of Herbicides
FSH 2209.21 FSH 2209.21a FSH 2209.22 FSH 2209.23	Range Analysis and Management Handbook Range Management Vegetation Scorecard Handbook Structural Range Improvement Handbook Nonstructural Range Improvement Handbook
FSH 2309.21 FSH 2309.22 FSH 2309.23 FSH 2309.24 FSH 2309.25 FSH 2309.26 FSH 2309.27 FSH 2309.28	Swimming Site Administration Handbook Landscape Management Handbook Recreation Site Development Planning Handbook Cultural Resources Handbook Winter Sports Administration Handbook Off-Road Vehicle Management Handbook Recreation Opportunity Spectrum (ROS) Handbook Regional Wilderness Management Handbook

Code	Unit Handbook Title
FSH 2409.21a	Aerial Photograph Interpretation Handbook
FSH 2409.21d	Compartment Prescription Handbook
FSH 2409.21e	Timber Management Control Handbook
FSH 2409.22	Timber Appraisal Handbook
FSH 2409.24b	Timber Volume Equations Development Handbook
FSH 2409.25	Timber Sale ADP Handbook
FSH 2409.26	Silvicultural Practices Handbook
FSH 2409.26a	Cutting Methods Handbook
FSH 2409.26b	Reforestation Handbook
FSH 2409.26c	Timber Stand Improvement Handbook
FSH 2409.26d	Silvicultural Examination and Prescription Handbook
FSH 2409.26e	Nursery Handbook
FSH 2409.26f	Seed Handbook
FSH 2409.26g	Tree Improvement Handbook
FSH 2409.26h	Integrated Vegetation Management Handbook
FSH 2509.21	National Forest System Water Rights Handbook
FSH 2509.22	Soil and Water Conservation Handbook
FSH 2509.23	Riparian Area Handbook R3
FSH 2509.24	National Forest System Watershed Codes Handbook
FSH 2609.21	Wildlife Habitat Evaluation Handbook
FSH 2609.22	Animal-Damage Control Handbook
FSH 2609.23	Fisheries Habitat Evaluation Handbook
FSH 2609.24	Wildlife and Fisheries Habitat Management Handbook
FSH 2609.25	Threatened and Endangered Plants Program Handbook
FSH 5109.21	Powerline Fire Prevention Handbook
FSH 5109.22	Air-Ground Detection Handbook
FSH 5109.23	Fire Ecology Handbook
FSH 5109.24	Resource Protection System Handbook
FSH 5309.21	Law Enforcement Field Guide
FSH 5409.21	Road Right-of-Way Construction and Use Agreement Handbook
FSH 6209.21	Office Procedures Handbook
FSH 6609.21	Total Resource Information Handbook
FSH 6609.22	Computer Application Management (CAM) System User's Handbook
FSH 6609.23	Computer Applications Development and Implementation Handbook
FSH 7109.21	Geotechnical and Materials Engineering Handbook

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Help us meet the President's goal! Eliminate directive dinosaurs! Executive Order 12861 directs Federal agencies to eliminate 50 percent of their internal directives by September 11, 1996.

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Washington, D.C. 20090-6090

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